

Employee Post-Travel Disclosure of Travel Expenses

Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

•	ule 35.2(a) and (c), I m r me. I also certify that		sures with respect to	travel expenses that have been or w
	ate Sponsor Travel Cer	rization (Form RE-1), <u>A</u> Lification Form with all	attachments (itinerary	y, invitee list, etc.)
Private Sponsor(s) (lis	Stanford University all):	ersity's Hoover Instit	ution	
Travel date(s):				
	·-			•
Relationship to Travel	ig family member (if ai er: 🏻 Spouse 🔻 🗘 (<u> </u>	· · · · · · · · · · · · · · · · · · ·
	COSTS IN EMPLOYEE	EASE DUE TO THE ACC EXPENSES. (Attach addit		SE OR DEPENDENT CHILD, ONLY
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
Good Faith Estimate	\$656.00 (Flight) \$90.83 (Shuttle)	\$400.00	\$161.20	\$O
🖾 Actual Amount				
Expenses for Accomp	panying Spouse or De	pendent Child (if applie	able):	
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
☐ Good Faith Estimate				
☐ Actual Amount				}
· · · · · · · · · · · · · · · · · · ·	_	rents attended. See Sena Congressional staff		Attach additional pages if three days of
seminars, simula	tions, and keynote	presentations.		
5/13/2019 (Date)	Therese R.	name of traveler)		(Signature of traveler)
TO BE COMPLETE	D BY SUPERVISING	MEMBER/OFFICER:		
		es set out above in conn tion, lodging, and relate		scribed in the <i>Employee Pre-Trave</i> d in Rule 35.
5/14/20	19_		Bel.	
(Date) (Revised 1/3/11)	-		(Signature of Sup	ervising Senator/Officer) Form RE-2

EMPLOYEE PRE-TRAVEL AUTHORIZATION

<u>Pre-Travel Filing Instructions</u>: Complete and submit this form at least 30 days prior to the travel departure date to the <u>Select Committee</u> on <u>Ethics</u> in <u>SH-220</u>. Incomplete and late travel submissions will <u>not</u> be considered or approved. This form <u>must</u> be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler:	I nerese R. Meers
Employing Office/Committee:	Senate Small Business & Entrepreneurship Committee
Private Sponsor(s) (list all): Stanfor	d University's Hoover Institution
Travel date(s): April 23-25, 2019	
	e trip for any reason you <u>must</u> notify the Committee.
Destination(s): Stanford Universit	y's Hoover Institution
Explain how this trip is specifically c	onnected to the traveler's official or representational duties:
handles both small business federal co affecting small businesses and national Congressional Fellowship focuses on r	Small Business & Entrepreneurship Committee for Ranking Member Benjamin L. Cardin intracting and entrepreneurial development portfolios. In her role, she examines issues all security through contracting, cybersecurity, and development programs. The Stuart Family national security (diversifying the industrial base) and cybersecurity issues which Meers works wher to learn from Hoover's experts and grow professionally as a Congressional staffer.
Name of accompanying family members Relationship to Employee: Spouse	
reactions in project.	
I certify that the information containe	ed in this form is true, complete and correct to the best of my knowledge:
4 22 2019 (Date)	Signature of Employee)
TO BE COMPLETED BY SUPERVISING Secretary for the Majority, Secretary for the Majority for the M	NG SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, the Minority, and Chaplain):
I. Senator Benjamin L. C	ardin Therese R. Meers
(Print Senator's/Officer's Na	
related expenses for travel to the even	sion, to accept payment or reimbursement for necessary transportation, lodging, and at described above. I have determined that this travel is in connection with his or her iceholder, and will not create the appearance that he or she is using public office for
I have also determined that the attend of the Senate. (signify "yes" by checking	ance of the employee's spouse or child is appropriate to assist in the representation $b(x)$
4/22/2019	Bu Condin
(Date)	(Signature of Supervising Senator/Officer)
(Revised 10/19/15)	Form RE-1



Dear Ms. Meers,

We are pleased to inform you that you have been selected to attend the Hoover Institution's Stuart Family Congressional Fellowship Program, which takes place on the Stanford University campus in Palo Alto from April 23-25, 2019. To proceed, please confirm your agreement to attend by completing this form by the close of business on Tuesday, March 19th.

Once confirmed, you will need to complete the necessary ethics paperwork. In this packet, you will find the necessary forms to be submitted to your ethics committee. This packet includes:

- Employee Pre-Travel Authorization Form (For you to fill out)
- Private Sponsor Travel Certification Form
- Agenda & Flight itinerary
- This letter as a Copy of Sponsor Invitation
- List of Senate participants

You will need to fill out the Employee Pre-Travel Authorization Form and submit this entire packet to your Ethics Committee for review by Friday, March 22nd. Upon submission, please notify Andrew Clark at afclark@stanford.edu

The Congressional Fellowship will take place from April 23rd through April 25th. Plan to depart from Washington, D.C. the morning of April 23rd and return the afternoon of April 25th. Please be sure to review all of the action items and deadlines in the attached document titled "Next Steps."

Should you have any questions, do not hesitate to let us know. Again, thank you for your participation. We look forward to welcoming you to Stanford University and expect an excellent program.

Sincerely,

Michael G. Franc

Director, Washington D.C. Programs Hoover Institution, Stanford University

Muchal G. Frank

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should NOT submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee MUST also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

Ι,	Sponsor(s) of the trip (please list all sponsors): Stanford University's Hoover Institution
2.	Description of the trip: An intensive program for Congressional staff which consists of three days of
	seminars, simulations and keynote presentations.
3.	Dates of travel: April 23-25, 2019
4.	Place of travel: Stanford University, Palo Alto, CA
5.	Name and title of Senate invitees: See attached list
6.	certify that the trip fits one of the following categories: (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.
	—OR — (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (see question 9).
7.	I certify that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
	– AND –
	I certify that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
3.	I certify that:
	The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for de minimis lobbyist involvement. - AND -
	The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (see question 9).

9.	USE ONLY IF YOU CHECKED QUESTION 6(B) I certify that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:
	(A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip. - OR -
	 (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip (see questions 6 and 10). — OR —
	(C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.
10.	USE ONLY IF YOU CHECKED QUESTION 9(B) If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:
11.	An itinerary for the trip is attached to this form. I certify that the attached itinerary is a detailed (hourby-hour), complete, and final itinerary for the trip.
12.	Briefly describe the role of each sponsor in organizing and conducting the trip:
	Stanford University's Hoover Institution solely planned all aspects of the trip including topics discussed,
	travel/accommodation logistics, and required paperwork. Hoover staff will also be responsible for traveling
	with Congressional staff and managing logistics for the duration of the trip.
13.	Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:
	The Hoover Institution is a research institution that seeks to improve the human condition by advancing
	ideas that promote economic opportunity and prosperity while securing and safeguarding the peace through
	its world renowned scholars, library and archives, as well as by engaging Congress and its staff.
14.	Briefly describe each sponsor's prior history of sponsoring congressional trips:
	This is the sixth sponsored trip for Congressional staff organized by the Hoover Institution. The latest of
	which was in August 2018 and had a similar format to this trip.

Stantoro University's	s Hoover Institution regu	larly sponsors policy pa	anels and roundtabl	es for think tan
scholars, journalists	, Congressional staff, ex	ecutive branch officials	s, academics and m	embers of the r
Total Expenses for E	ach Participant:			
	· 	<u> </u>	<u> </u>	
	Transportation	Lodging	Meal	Other
· · · · · · · · · · · · · · · · · · ·	Expenses \$710	Expenses \$400 total (\$200/	Expenses \$160 total	Expense.
☑ Good Faith		night)	Ψ TOO LOTA!	None
Good Faith estimate				
	\$650 Roundtrip airfare			
L.J. Actual Amounts	\$60			
, thioting	ground transportation			
congressional partici	rip involves an event the trip involves an event pation: vent that is arranged/or	that is arranged or orga	anized specifically w	vith regard to
congressional partici	e trip involves an event pation:	that is arranged or orga	anized specifically w	vith regard to
congressional participation or by the congression of the congression or by the congression o	e trip involves an event pation:	that is arranged or orga	anized specifically w	vith regard to
Congressional participation or by the congressional participation or by the The trip involves an expension of the trip involves and expension of the trip involves are also involves and expension of the trip involves are also involves and expension of the trip involves are also involves.	e trip involves an event pation: vent that is arranged/orgen the location of the event	that is arranged or organized specifically with	nized specifically was	vith regard to
Congressional participation or by the congressional participation or by the Congressional participation or by the Congressional participation or bear of the Congression or bear of the Congression of	e trip involves an event pation: vent that is arranged/or	anized specifically with	h regard to congres	vith regard to
Congressional participation or by the congressional participation of the trip involves an expension of the trip involves and expension of the trip involves are expension of the trip involves and expension of the trip involves are expension of the trip involves and expension of the trip involves are expension of the trip involves and expension of the trip involves are expension of	pation: vent that is arranged/orgen the location of the event gnificant number of Cali er Institution's headquar	that is arranged or organized specifically with or trip	h regard to congres	vith regard to
Reason for selecting to hosting on the Hoove Name and location of	e trip involves an event pation: vent that is arranged/orgen the location of the event gnificant number of Cali er Institution's headquare hotel or other lodging	anized specifically with or trip fornia-based Senior Fetters on the Stanford Ur	h regard to congres	vith regard to
Reason for selecting to hosting on the Hoove Name and location of	pation: vent that is arranged/orgen the location of the event gnificant number of Cali er Institution's headquar	anized specifically with or trip fornia-based Senior Fetters on the Stanford Ur	h regard to congres	vith regard to
Reason for selecting to hosting on the Hoove Name and location of Schwab Residential (e trip involves an event pation: vent that is arranged/orgen the location of the event gnificant number of California in the content of the event er institution's headquare hotel or other lodging in the content of t	anized specifically with a trip fornia-based Senior February: Tacility: t, Stanford, CA 94305	h regard to congres	vith regard to
Reason for selecting to hosting on the Hoove Name and location of Schwab Residential (Reason(s) for selecting to hosting on the hoove Name and location of Schwab Residential (Reason(s) for selecting the hosting of the hoove Name and location of Schwab Residential (Reason(s) for selecting the hosting of the hoove Name and location of Schwab Residential (Reason(s) for selecting the hosting of the hoove Name and location of Schwab Residential (Reason(s) for selecting the hosting of th	e trip involves an event pation: vent that is arranged/orgen the location of the event gnificant number of Cali er Institution's headquare hotel or other lodging	anized specifically with a contract or trip fornia-based Senior February: Tacility: t, Stanford, CA 94305	h regard to congres	sional participa

21.	Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel: Lodging expenses are less than the federal per diem for Palo Alto, CA. Meal				
	expenses are less than the federal per diem for Palo Alto, CA.				
	——————————————————————————————————————				
22.	Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:				
	Stanford University's Hoover Institution will provide coach-class, round trip airfare between D.C. and San				
	Francisco, and round trip ground transportation between Stanford University and SFO airport.				
23.	I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not inclu expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided all attendees as an integral part of the event, as permissible under Senate Rule 35).				
24.	List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event: None.				
25.	I hereby certify that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you must include a completed signature page for each additional sponsor): Signature of Travel Sponsor: [
	Name and Title: Michael G. Franc, Director of Washington, D.C. Programs				
	Name of Organization: Hoover Institution				
	Address: 1399 New York Avenue, NW Suite 500				
	Telephone Number: 202-760-3203				
	Fax Number: 202-7 60-3191				
	E-mail Address: _mfranc@stanford.edu				

THE HOOVER INSTITUTION IN WASHINGTON STUART FAMILY CONGRESSIONAL FELLOWSHIP PROGRAM

U.S. POLICY AND INTERNATIONAL SECURITY IN A CHANGING WORLD APRIL 23-25, 2019

HOOVER INSTITUTION, STANFORD UNIVERSITY

Note: There will be 10-minute breaks between sessions.

TUESDAY, APRIL 23

8:20 AM: Depart IAD on United Airlines Flight 424

11:19 AM: Arrive SFO, Shuttle to Lou Henry Hoover Building at Stanford University

Location: 580 Serra Mall, Stanford, CA 94305

12:30 – 1:00 PM: Welcome by Hoover Director Tom Gilligan and Lunch

1:00 – 2:10 PM: State of Liberal Democracy

Larry Diamond

Larry Diamond will discuss his research into what is driving the "Democratic Recession" and potential solutions to the problem.

2:20 – 3:30 PM: History US Foreign Policy Grand Strategies

HR McMaster

H.R. McMaster will discuss his research into the history of US Grand Strategy, the foundational international relations theory that guides how the US conducts foreign policy.

3:40 – 4:50 PM: America's Place in the World Economy

Edward Lazear

Edward Paul Lazear will discuss his research into the US Economy and how it interacts with the global economy more broadly.

5:00 – 6:10 PM: Pre-Dinner Keynote

360° Look at Russia Michael McFaul

Michael McFaul will discuss his research into Russia and its role in the world, particularly vis a vis the United States.



6:10 – 6:30 PM: Transport to Dinner

6:30 – 8:30 PM: Informal Dinner

Location: Tacolicious, 632 Emerson Street, Palo Alto, CA 94301

8:30 PM: Transport to Schwab Residential Center

Location: 680 Serra Street, Stanford, CA 94305

WEDNESDAY, APRIL 24

All meetings will be held in: Annenberg Conference Room, 580 Serra Mall, Stanford, CA 94305

8:30 – 9:00 AM: Continental Breakfast

9:00 - 10:00 AM: A view inside Iran

Abbas Milani

Abbas Milani will discuss his research into Iran and the internal politics that are driving its policies.

10:10 AM – 11:20 PM: The Shultz Hour – Issues on his mind George Shultz

George Shultz will discuss lessons from his distinguished career as a statesman and his research into policies from the national security impacts of climate change to U.S. foreign policy.

11:30 AM - 12:30 PM: 360° Look at China Elizabeth Economy

Elizabeth Economy will discuss her research into China and its role in the world, particularly vis a vis the United Sates.

12:30 PM: Lunch

12:45 – 2:00 PM: Lunch Keynote

The Future of Cyberspace

Andrew Grotto, Herb Lin, Toomas Hendrik lives

Andrew Grotto, Herb Lin, and Toomas Hendrik Ilves will discuss their research into cyberspace and how it will impact the future of international relations.

2:10 – 3:20 PM: Al and Geopolitics John Villasenor

John Villasenor will discuss his research into artificial intelligence and how geopolitics will play a role in its development and implementation.

3:20 – 3:45 PM: Hoover Tower Tour

3:45 – 4:45 PM: Archives Presentation

Location: Tower Room 110

Hoover Institution archivists will present archival materials from the Hoover collection and discuss how learning from history can help drive foreign policy.

4:45 – 5:30 PM: Tour of Hoover/Stanford Campus

5:30 – 6:00 PM: Reception

Location: Courtyard

6:00 – 8:30 PM: The Peril and Promise of Cybersecurity and American Competitiveness

Alex Stamos

Location: Pavilion

Alex Stamos will discuss his research into how American competitiveness impacts cybersecurity and what that means for governance in the United States.

8:30 PM: Walk to Schwab Residential Center

Location: 680 Serra Street, Stanford, CA 94305

THURSDAY, APRIL 25

All meetings will be held in: Annenberg Conference Room, 580 Serra Mall, Stanford, CA 94305

9:00 – 9:30 AM: Continental Breakfast

9:30 – 10:40 AM: World Order – Structure of the System and Democracy

Niall Ferguson

Niall Ferguson will discuss his research into the history of world order and what lessons democratic nations can learn from it today.

10:40 AM: Pick up boxed lunch and Shuttle Departs Campus for SFO

1:00 PM: Depart SFO on United Airlines Flight 727

8:59 PM: Arrive IAD

Senate Staffers

- 1. Harris, Katherine, Counsel for the Minority, Senate Committee on Intelligence
- 2. Hsueh, Wallace, Deputy Chief of Staff, Sen. Steve Daines (MT)
- 3. Kalaris, Andrew, Legislative Correspondent, Sen. Tim Kaine (VA)
- 4. Meers, Therese, Counsel, Senate Committee on Small Business & Entrepreneurship
- 5. Miller, Brianne, Senior Professional Staff and Energy Policy Advisor, Senate Energy and Natural Resources Committee
- 6. Mumford, Cara, Professional Staff Member/Legislative Assistant, Sen. Portman/Homeland Security & Government Affairs Committee
- 7. Paxton, Nathan, Legislative Assistant, Sen. Angus King (ME)
- 8. Sadler, Catherine, Europe Policy Analyst, Senate Foreign Relations Committee
- 9. Thorlin, Jack, Policy Counsel, Senate Republican Policy Committee